Davis School District School-To-Careers Work-Based Learning

Supervisor Signature _____

STUDENT INTERNSHIP SKILLS LIST City Engineer

Date _____

Student Name:	Business:		_
Fransferable Job Skills: A number of work observed and practiced at all student interna			
•Work Habits and Attitudes	•Interpersonal I	Effectiveness	
 Technical Skills 		•Quality of Work Accomplished	
 Thinking and Problem Solving Sk 		•Dependability & Punctuality	
•Communication Competencies	•Appearance ar	nd Grooming	
Specific Job Skills: This list is designed to designate various procedures used in your i			
PROCEDURE OR SKILL		DATE	DATE
		OBSERVED	PARTICIPATED
Check project estimate			
Check plans			
Customer/client services			
Enter legal descriptions in computer			
Input subdivision on computer			
Observe project bid			
Parcel check			
Place street co-ordinates			
Plot notes			
Post notices			
Progress evaluation			
Video tape prework area			
Visit work sites			

PROCEDURE OR SKILL	DATE OBSERVED	DATE PARTICIPATED